MFASIS Tables

General Tables

ACON – Shows the Agency contact telephone numbers that appear on the check stub. This table should be kept updated by Agency personnel.

AGCY – Listing of State Agencies, by Fiscal Year.

AGC2 – detailed layout of the Agency set-up.

BBAL – Balance sheet totals, by Fund

CCAT – Shows the check category to use to have a check returned to your Agency instead of being mailed directly to the recipient.

FAGY – Fund /Agency Index, by Fiscal Year and Fund.

FUND – Listing of General Ledger Funds, by Fiscal Year.

FUN2 – detailed layout of the Fund code.

NFAD – Shows the coding that Treasury uses when charging Agencies for their NSFs. *(Treasurer's Office only)*

OBJT – listing of object codes, by Fiscal Year, used in the accounting system.

OBJ2 – detailed layout of the object Code. Use this screen to determine whether a specific object code will create a FA shell.

ORGN – listing of Organizational Codes (Orgs) by Fiscal Year and Agency.

ORG2 – detailed layout of the Organizational Code. This screen shows the level and structure of the org, as well as the STACAP rate (Level 3 code).

RSRC – listing of Revenue Source Codes, by Fiscal Year, used in the accounting system.

SOBJ – listing of sub-object codes by Fiscal year and object code. Sub-object codes are used to capture payment information that needs to be reported on 1099s.

SCHD – listing of scheduled payments, sorted by Vendor Code. Use this screen to verify that a payment is on hold pending creation of a FA.

Allotment/Cash screens

EALL – shows allotment by quarter for each Approp Org.

EAP2 – shows the cash available for non-general fund accounts by Approp Org. Also shows whether the account is carrying or non-carrying.

EESM – a listing of year-to-date expenditures, by object code. There should be no negative expenditures (net backs) on this table.

RSUM – a listing of year-to-date revenues, by revenue source code. There should be no negative revenues on this table.

Document Tables

SUSF – The "work horse" screen of the Accounting system. From the SUSF (suspense) screen you can enter new documents and check on the status of documents recently entered into the system.

DCTL – a 3 month listing of JVs and CRs processed by the accounting system. Sorted by Fiscal Year, Fiscal Quarter, and Fiscal Month.

OPVH – Screen used to check payment of a voucher. Need to enter the Vendor Code and the Voucher number.

OPVC – Gives information about payments made on a specific check. You need to enter a check number.

OPVV – shows open payments in the system sorted by Vendor name. You need to enter a Vendor name.

Vendor Tables

VNAM – Listing of Vendors, sorted by name. Good for business names, not a good table for personal names as the sort is by first letter or initial of first name.

VNAS - Listing of Vendors, sorted by last name.

VEN2 – Shows detailed Vendor information. If a Vendor is placed on "Hold" the reason for the hold can be found in the "Comment" field.

VTXT – Additional comments about a specific Vendor. Need to enter Vendor Code.

VINC – shows year-to-date income paid to a specific Vendor. Need to enter Calendar Year (2 digits), Type of Return (use "A") and Vendor code

Fixed Asset Tables

FATP – A listing of Fixed Asset types. It is extremely important to correctly categorize your Fixed Asset when entering the initial FA. The type becomes a part of the FA identity that cannot be changed. If, at a later date, you find that you have categorized your Fixed Asset incorrectly, the original Fixed Asset must be deleted and a new one, with the correct type, entered.

FADM – A listing of Acquisition and Disposition codes.

FGRP – A listing of Fixed Asset groups, sorted by Fixed Asset type.

FLCT – A listing of Category types.

FLCS – A listing of Fixed Asset classes, in alphabetic order.

FLOC – A listing of 4 digit location codes, in alpha-numeric order. Land and Buildings, types "L" and "B", must reference a code that begins with a letter.

FAAL – A listing of Fixed assets sorted by Agency, Location and type.

FALO – A listing of Fixed Asset in a location, sorted by Agency and type.

FAS1 – Summary information about a specific Fixed Asset. Need to enter Fixed Asset type and Fixed Asset number.

FHIS – Fixed Asset History screen. Need to enter the Fixed Asset type and Fixed Asset number. Lists all transactions that affected the Fixed Asset.

FBT1 – Detailed information about each betterment of a specific Fixed Asset.